



**ORANGE COUNTY RESEARCH AND DEVELOPMENT AUTHORITY**  
**Financial Section, Required Supplementary Information, and**  
**Supplementary Financial Reports Compliance Section**  
**September 30, 2019**  
**With Independent Auditor's Report**

**Orange County Research and Development Authority**  
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**September 30, 2019**

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## INDEPENDENT AUDITOR'S REPORT

To the Members of the Authority,  
Orange County Research and Development Authority:

### Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities and each major fund of Orange County Research and Development Authority (the "Authority"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and each major fund of Orange County Research and Development Authority as of September 30, 2019, and the respective changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Other Matters – Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and infrastructure assets reported using the modified approach information on pages 3 through 8 and on page 19 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated January 16, 2020, on our consideration of Orange County Research and Development Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Withum Smith + Brown, PC".

January 16, 2020

# **Orange County Research and Development Authority Management's Discussion and Analysis September 30, 2019**

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This discussion and analysis of Orange County Research and Development Authority's (the "Authority") financial performance provides an overview of its financial activities for the fiscal year ended September 30, 2019. This analysis should be read in conjunction with the independent auditor's report on pages 1 and 2 and the basic financial statements, which begin on page 9.

## **Financial Highlights**

- The assets of the Authority exceeded its liabilities and deferred inflows at the close of the most recent fiscal year by \$13,869,840 (net position). Of this amount, \$778,920 (unrestricted net assets) may be used to meet the Authority's ongoing obligations.
- During the fiscal year, total net position increased by \$143,096.
- Administrative fees accounted for \$667,724 (a budgeted amount) in revenue, and charges to customers accounted for \$2,363,327 (an increase of approximately 6% from the prior year) in revenue.
- The Authority spent \$495,192 on salaries, wages, and employee benefits (a 6% decrease from the prior year) and \$2,133,851 for contractual services, materials, and supplies (a 4% decrease from prior year).

## **Overview of the Basic Financial Statements**

This discussion and analysis is intended to serve as an introduction to the Authority's basic financial statements. The basic financial statements are comprised of management's discussion and analysis, the statement of net position, statement of revenues, expenses, and changes in net position, statement of cash flows, and notes that explain in more detail some of the information in the basic financial statements.

## **Basic Financial Statements**

The Authority utilizes an enterprise fund for its financial reporting purposes. This fund includes all activities of the Authority. As the Authority only presents its financial information using enterprise funds, under generally accepted accounting principles, it is considered to be a "special purpose government engaged only in business-type activities." Accordingly, the Authority only presents proprietary fund financial statements, as defined by generally accepted accounting principles in the United States of America.

The basic financial statements of the Authority report information about the Authority using accounting methods similar to those used by private sector companies. These statements offer short-term and long-term financial information about its activities. The statement of net position includes all of the Authority's assets, liabilities, and deferred inflows and provides information about the nature and amounts of investments in resources (assets) and the obligations to the Authority's creditors (liabilities). The assets and liabilities are presented in a classified format, which distinguishes between current and long-term assets and liabilities. It also provides the basis for computing rate of return, evaluating the capital structure of the Authority, and assessing liquidity and financial flexibility of the Authority.

All of the current year's revenues and expenses are accounted for in the statement of revenues, expenses, and changes in net position. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all of its current year costs through the services provided, as well as its profitability and credit worthiness.

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Management's Discussion and Analysis  
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The final required financial statement is the statement of cash flows. The primary purpose of the statement of cash flows is to provide information about the Authority's cash receipts and payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investments, and capital financing and related financing activities, and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

**Financial Analysis**

At the close of fiscal year 2019, the Authority's net position was \$13,869,840. The largest portion of the Authority's net assets (94%) reflects its investment in capital assets (land and buildings, other improvements, and equipment). The Authority uses these capital assets to provide services to Central Florida Research Park (the "Research Park") businesses and, consequently, these assets are not available for future spending.

The following table provides a summary comparison of the Authority's net position as of September 30, 2019 and 2018. Additional current year information concerning net position can be found in the statement of net position presented on page 9.

**Statements of Net Position**

	September 30,		Dollar Change	Percentage Change
	2019	2018		
Current assets	\$ 1,945,958	\$ 1,595,446	\$ 350,512	22.0 %
Capital assets – net	<u>13,090,920</u>	<u>13,257,047</u>	<u>(166,127)</u>	(1.3)
Total assets	<u>15,036,878</u>	<u>14,852,493</u>	<u>184,385</u>	1.2
Current liabilities	371,986	384,948	(12,962)	(3.4)
Noncurrent liabilities	500,000	500,000	-	-
Deferred inflows	<u>295,052</u>	<u>240,801</u>	<u>54,251</u>	22.5
Total Liabilities and Deferred Inflows	<u>1,167,038</u>	<u>1,125,749</u>	<u>41,289</u>	3.7
Net position				
Invested in capital assets	13,090,920	13,257,047	(166,127)	(1.3)
Unrestricted	<u>778,920</u>	<u>469,697</u>	<u>309,223</u>	65.8
Net position	<u>\$ 13,869,840</u>	<u>\$ 13,726,744</u>	<u>\$ 143,096</u>	1.0 %

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The following table provides a summary comparison of the Authority's revenues, expenses, and changes in net position for the fiscal years ended September 30, 2019 and 2018. Additional current year information concerning changes in net position can be found in the statement of revenues, expenses, and changes in net position on page 10.

	<u>September 30,</u> <u>2019</u>	<u>2018</u>	<u>Dollar</u> <u>Change</u>	<u>Percentage</u> <u>Change</u>
Operating revenues	\$ 3,031,051	\$ 2,924,815	\$ 106,236	3.6 %
Operating expenses	<u>2,899,251</u>	<u>3,016,942</u>	<u>(117,691)</u>	(3.9)
Operating income (loss)	131,800	(92,127)	223,927	243.1
Nonoperating revenues	11,296	6,067	5,229	100.0
Nonoperating expenses	<u>-</u>	<u>(321,992)</u>	<u>321,992</u>	100.0
Increase (decrease) in net position	<u>\$ 143,096</u>	<u>\$ (408,052)</u>	<u>\$ 551,148</u>	135.1 %

- Operating revenues increased (3.6%) due to the increase in fees charged for utility usage. Operating expenses decreased (3.9%) due to decreases in salaries, wages, and employee benefits as well as a decrease in contractual services.

**The Financial Reporting Entity**

The Authority is a Florida Special District with a six-member board. The Authority is an independent special district of Orange County, Florida. The basic financial statements presented herein are those of the Authority as an entity, and not Orange County, Florida. The Authority does not have any component units.

**Business-Type Activities**

The Authority accounts for and conducts its activity under three separate enterprise funds as follows:

- The Operating Fund manages the development and marketing of the Research Park. This fund pays salaries and benefits of employees and various office and administrative costs associated with the Research Park. It charges the other funds of the Research Park an administrative fee to recover these expenses.
- The Sewer and Water Utility Fund ("Utility Fund") accounts for user charges for sewer and water services.
- The Common Area Maintenance Fund ("CAM Fund") accounts for the costs of maintaining the common areas of the Research Park and charges a fee based on acreage to park tenants.

**Operating Fund**

The funding for the Operating Fund is generated by an administrative charge to the Utility Fund and the CAM Fund. Any new development projects outside of the Research Park undertaken by the Authority would be funded by new sources of income to the Operating Fund.

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Management's Discussion and Analysis  
September 30, 2019**

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**Sewer and Water Utility Fund**

The Authority operates the wastewater collection and transmission system within the Research Park. Wastewater collected from the Research Park and the University of Central Florida (the "University") is pumped to the Iron Bridge regional wastewater facility for treatment. The Utility Fund pays the University for the costs of wastewater treatment at the Iron Bridge facility.

The Utility Fund collects monthly revenue based on actual water and wastewater usage. In addition, the Authority collects water and wastewater connection fees at the time of construction for each new project. The Utility Fund supplies 50% of the administrative costs of the Authority in the form of a payment to the Operating Fund.

Monthly revenue for the utility system can decrease during periods of drought and associated water restrictions. A decrease in occupancy due to companies relocating or ceasing operations in the Research Park can result in lower monthly revenue. Increasing occupancy will result in increased monthly revenue. Utility revenue in fiscal year 2019 increased from the prior year due to the increase from the prior year being effective for the entire fiscal year. The Research Park has not experienced any changes of occupancy compared to the prior year. Connection fees are associated with the capital costs of building the water and wastewater system. New construction projects will result in increased connection fees. Construction activity is cyclical based on overall economic conditions and the rate of occupancy gains. No new projects were started in fiscal year 2019.

**Common Area Maintenance Fund**

The Declaration of Covenants, Conditions, Restrictions, Reservations, and Easements for the Research Park provides for "Assessments for Maintenance of Common Areas, Security Services, and Other Common Expenses." These expenses presently include maintenance of the roads, traffic signals, street lights, drainage systems, and Research Park signage. The Research Park is developed in accordance with a Development Order issued by Orange County. The Development Order requires annual reporting and traffic monitoring at designated levels of development. The costs associated with the Development Order requirements are included as "Common Expenses." The staff of the Authority administers the CAM Fund. The CAM Fund supplies 50% of the administrative costs of the Authority in the form of a payment to the Operating Fund. Grounds maintenance, retention pond maintenance, road paving, street light, and electrical maintenance services are performed on a contract basis.

Assessments are calculated by taking the total amount of the approved CAM budget and dividing by the number of gross acres in the Research Park. The result is the per acre assessment which is multiplied by the number of gross acres for each parcel. CAM assessments are billed in advance for each subsequent fiscal year. Invoices are prepared in September and the assessments are due by October 31<sup>st</sup>. Any assessment not paid within 30 days of its initial levy is subject to interest charges. The Authority has the right to place a lien on the property for unpaid assessments. Historically, the Authority has collected all of the assessment amounts each year.

**Capital Asset Administration**

In fiscal year 2002, the Authority adopted financial standard Governmental Accounting Standards Board ("GASB") 34 for recording the value of roads, street lighting, and retention ponds. The first part of GASB 34 is to determine the values to be recorded. This was accomplished through historical construction data from DRMP, Inc. The second part of GASB 34 involves a choice of depreciating the infrastructure assets or adopting a "modified approach" where the infrastructure is maintained in a "like new" condition through a regular maintenance program. The Authority has adopted the "modified approach." The Research Park roadways consist of 16.4 lane miles with four traffic signals. All 16.4 lane miles of roadways are in good or better condition. The annual cost of maintaining the roadway infrastructure in a "like new" condition is estimated to be \$225,000 annually.



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Roads are repaved at 6 – 10 year intervals depending upon normal wear, the amount of heavy construction traffic, and any adverse soil or groundwater conditions. Under normal conditions, less than 20% of the Authority's 16.4 lane miles of roadways would be repaved annually. Drainage ponds are normally dredged at 8 – 12 year intervals depending upon the amount of soil runoff into the ponds. During fiscal year 2019, there was no major drainage pond maintenance. There are no deferred maintenance items. The CAM Fund maintains a balance for any unforeseen projects such as sinkhole stabilization and associated road repairs. Additional information on the Authority's capital assets can be found in Note 3 on page 16 of this report.

**Capital Assets**

	September 30,		Dollar	Percentage
	2019	2018	Change	Change
Land	\$ 1,500,390	\$ 1,500,390	\$ -	- %
Construction in progress	-	29,192	(29,192)	(100.0)
Roadways and retention ponds	6,868,127	6,868,127	-	-
Sewer and water systems	5,047,537	5,004,297	43,240	0.9
Roadways, lighting, irrigation, and landscaping	2,091,595	2,001,562	90,033	4.5
Machinery and equipment	22,247	22,247	-	-
Maintenance building	559,175	559,175	-	-
Leasehold improvements	6,774	6,774	-	-
Land improvements	3,441,643	3,441,643	-	-
	19,537,488	19,433,407	104,081	0.5
Accumulated depreciation	(6,446,568)	(6,176,360)	(270,208)	4.4
	<u>\$ 13,090,920</u>	<u>\$ 13,257,047</u>	<u>\$ (166,127)</u>	(1.3) %

**Economic Factors**

The Authority does not rely on other governmental units nor does it have ad valorem taxing authority to carry on its activities. All revenues are generated from the sale of services to park tenants. The forecast for fiscal year 2020 to achieve the Authority's priorities and goals is as follows:

	Operating	Sewer and Water Utility	Common Area Maintenance	Total
<b>Revenues</b>				
Administrative fees	\$ 685,195	\$ -	\$ -	\$ 685,195
Charges for services	-	1,244,800	1,287,823	2,532,623
Other	30,000	-	-	30,000
Total revenues	<u>715,195</u>	<u>1,244,800</u>	<u>1,287,823</u>	<u>3,247,818</u>
<b>Expenses</b>				
Salary, wages, and employee benefits	510,595	-	-	510,595
Contractual services, materials, and supplies	204,600	1,042,398	1,287,823	2,534,821
Total expenses	<u>715,195</u>	<u>1,042,398</u>	<u>1,287,823</u>	<u>3,045,416</u>
Excess of revenues over expenses	<u>\$ -</u>	<u>\$ 202,402</u>	<u>\$ -</u>	<u>\$ 202,402</u>

**Orange County Research and Development Authority  
Management's Discussion and Analysis  
September 30, 2019**

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**Requests for Information**

Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

Joe Wallace  
Executive Director  
Orange County Research and Development Authority  
12424 Research Parkway, Suite 100  
Orlando, Florida 32826  
(407) 282-3944



PROPRIETARY FUND FINANCIAL STATEMENTS

**Orange County Research and Development Authority**  
**Statement of Net Position**  
**September 30, 2019**

	<u>Operating</u>	<u>Sewer and Water Utility</u>	<u>Common Area Maintenance</u>	<u>Total</u>
<b>Assets</b>				
Current assets				
Cash and cash equivalents	611,620	421,225	816,314	\$ 1,849,159
Accounts receivable	-	96,799	-	96,799
Due from (to) other funds	<u>600,000</u>	<u>(469,098)</u>	<u>(130,902)</u>	<u>-</u>
Total current assets	<u>1,211,620</u>	<u>48,926</u>	<u>685,412</u>	<u>1,945,958</u>
Noncurrent assets				
Non-depreciable capital assets	1,500,390	-	6,868,127	8,368,517
Depreciable capital assets, net of accumulated depreciation	<u>2,668,194</u>	<u>1,546,089</u>	<u>508,120</u>	<u>4,722,403</u>
Total noncurrent assets	<u>4,168,584</u>	<u>1,546,089</u>	<u>7,376,247</u>	<u>13,090,920</u>
Total assets	<u>5,380,204</u>	<u>1,595,015</u>	<u>8,061,659</u>	<u>15,036,878</u>
<b>Liabilities</b>				
Current liabilities				
Accounts payable and accrued liabilities	<u>287,424</u>	<u>52,334</u>	<u>32,228</u>	<u>371,986</u>
Total current liabilities	<u>287,424</u>	<u>52,334</u>	<u>32,228</u>	<u>371,986</u>
Noncurrent liabilities				
Due to related party	<u>-</u>	<u>500,000</u>	<u>-</u>	<u>500,000</u>
Total noncurrent liabilities	<u>-</u>	<u>500,000</u>	<u>-</u>	<u>500,000</u>
<b>Deferred Inflows</b>				
Deferred common area maintenance fees	<u>-</u>	<u>-</u>	<u>295,052</u>	<u>295,052</u>
Total deferred inflows of resources	<u>-</u>	<u>-</u>	<u>295,052</u>	<u>295,052</u>
<b>Net Position</b>				
Invested in capital assets	<u>4,168,584</u>	<u>1,546,089</u>	<u>7,376,247</u>	<u>13,090,920</u>
Unrestricted	<u>924,196</u>	<u>(503,408)</u>	<u>358,132</u>	<u>778,920</u>
Total net position	<u>\$ 5,092,780</u>	<u>\$ 1,042,681</u>	<u>\$ 7,734,379</u>	<u>\$ 13,869,840</u>

The Notes to Basic Financial Statements are an integral part of this statement.

**Orange County Research and Development Authority**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
**Year Ended September 30, 2019**

	<u>Operating</u>	<u>Sewer and Water Utility</u>	<u>Common Area Maintenance</u>	<u>Total</u>
Operating revenues				
Administrative fees	\$ 667,724	\$ -	\$ -	\$ 667,724
User charges	-	1,115,189	1,248,138	2,363,327
Total operating revenues	<u>667,724</u>	<u>1,115,189</u>	<u>1,248,138</u>	<u>3,031,051</u>
Operating expenses				
Salaries, wages, and employee benefits	495,192	-	-	495,192
Contractual services, materials, and supplies	130,955	900,145	1,102,751	2,133,851
Depreciation	87,037	150,177	32,994	270,208
Total operating expenses	<u>713,184</u>	<u>1,050,322</u>	<u>1,135,745</u>	<u>2,899,251</u>
Operating income (loss)	<u>(45,460)</u>	<u>64,867</u>	<u>112,393</u>	<u>131,800</u>
Nonoperating revenues				
Interest income	2,868	-	5,428	8,296
Other income	-	-	3,000	3,000
Total nonoperating revenues	<u>2,868</u>	<u>-</u>	<u>8,428</u>	<u>11,296</u>
Increase (decrease) in net position	(42,592)	64,867	120,821	143,096
Net position				
Beginning of year	<u>5,135,372</u>	<u>977,814</u>	<u>7,613,558</u>	<u>13,726,744</u>
End of year	<u>\$ 5,092,780</u>	<u>\$ 1,042,681</u>	<u>\$ 7,734,379</u>	<u>\$ 13,869,840</u>

The Notes to Basic Financial Statements are an integral part of this statement.

**Orange County Research and Development Authority**  
**Statement of Cash Flows**  
**Year Ended September 30, 2019**

	<u>Operating</u>	<u>Sewer and Water Utility</u>	<u>Common Area Maintenance</u>	<u>Total</u>
<b>Operating activities</b>				
Cash received from park tenants	\$ -	\$ 1,031,097	\$ 1,302,389	\$ 2,333,486
Cash received from other funds for quasi-external operating transactions	667,724	-	-	667,724
Cash paid to suppliers for goods and services	(126,629)	(591,676)	(656,188)	(1,374,493)
Cash paid for employee services and benefits	(495,192)	-	-	(495,192)
Cash paid to other funds for quasi-external operating transactions	<u>-</u>	<u>(333,862)</u>	<u>(333,862)</u>	<u>(667,724)</u>
Net cash provided by operating activities	<u>45,903</u>	<u>105,559</u>	<u>312,339</u>	<u>463,801</u>
<b>Capital and related financing activities</b>				
Acquisition of capital assets	-	(43,240)	(60,841)	(104,081)
Cash received from other payments non-operating	<u>-</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>
Net cash used in capital and related financing activities	<u>-</u>	<u>(43,240)</u>	<u>(57,841)</u>	<u>(101,081)</u>
<b>Investing activities</b>				
Interest income	<u>2,868</u>	<u>-</u>	<u>5,428</u>	<u>8,296</u>
<b>Net change in cash and cash equivalents</b>				
	48,771	62,319	259,926	371,016
<b>Cash and cash equivalents</b>				
Beginning of year	<u>562,849</u>	<u>358,906</u>	<u>556,388</u>	<u>1,478,143</u>
End of year	<u>\$ 611,620</u>	<u>\$ 421,225</u>	<u>\$ 816,314</u>	<u>\$ 1,849,159</u>
<b>Reconciliation of operating income (loss) to net cash provided by operating activities</b>				
Operating income (loss)	\$ (45,460)	\$ 64,867	\$ 112,393	\$ 131,800
Adjustments to reconcile operating income (loss) to net cash provided by operating activities				
Depreciation	87,037	150,177	32,994	270,208
Changes in				
Accounts receivable	-	8,907	-	8,907
Prepaid expenses	11,597	-	-	11,597
Due to (from) other funds	-	(92,999)	92,999	-
Accounts payable and accrued liabilities	(7,271)	(25,393)	19,702	(12,962)
Deferred inflows	<u>-</u>	<u>-</u>	<u>54,251</u>	<u>54,251</u>
Total adjustments	<u>91,363</u>	<u>40,692</u>	<u>199,946</u>	<u>332,001</u>
Net cash provided by operating activities	<u>\$ 45,903</u>	<u>\$ 105,559</u>	<u>\$ 312,339</u>	<u>\$ 463,801</u>

The Notes to Basic Financial Statements are an integral part of this statement.

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
**September 30, 2019**

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**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Organization and Purpose**

Orange County Research and Development Authority (the "Authority") was created in accordance with Florida Statute 159.701 and Orange County Ordinance No. 80-13 to establish, develop, and operate, in cooperation with Orange County, Florida, (the "County") and the University of Central Florida (the "University") (see Note 6), a research and development park known as the Central Florida Research Park (the "Research Park"). The Authority developed the Research Park, which became operational in 1982; however, in 1995 its focus changed from development to managing and operating the park.

The Authority complies with accounting principles generally accepted in the United States of America ("U.S. GAAP"). The Authority's reporting entity applies all relevant Governmental Accounting Standards Board ("GASB") pronouncements. Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed to the extent that those standards do not conflict with or contradict guidance of GASB. Governments also have the option of following subsequent private-sector guidance for their enterprise funds, subject to the same limitations. The Authority has elected not to follow subsequent private-sector guidance.

The accounting and reporting framework and the more significant accounting principles are discussed in subsequent sections of this note. The remainder of the notes are organized to provide explanations, including required disclosures, of the Authority's financial activities for the fiscal year ended September 30, 2019.

**Financial Reporting Entity**

The Authority is a Florida Special District with a six-member board. Four of the members of the Authority are appointed and approved by Orange County, Florida, Commission. The fifth member is chosen from a list of three candidates submitted by the University's president to Orange County, Florida, Commission for appointment and approval. The sixth member is the University's president or designee. Authority members who hold elective office are nonvoting.

Florida Statute 218.34 requires all special districts to be classified as either dependent or independent. It has been determined, effective October 1, 2016, that the Authority is an independent special district of Orange County, Florida. Prior to being an independent special district, the Authority was a component unit of Orange County, Florida. The County is not legally responsible for the operations or debt of the Authority. The financial statements presented herein are those of the Authority, itself, which has no component units, and not Orange County, Florida.

**Proprietary Fund Types**

The proprietary fund types are accounted for on a flow of economic resources measurement basis and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues result from providing services in connection with the proprietary fund's principal ongoing operations; they usually come from exchange or exchange-like transactions. All other revenues are nonoperating. Operating expenses can be tied specifically to the production of services, such as sewer and water services and maintenance fees. Other expenses are nonoperating, such as one-time connection fees or transactions unrelated to operations.

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
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The Authority accounts for and conducts its activity under three separate enterprise funds. These major funds account for operations that are financed and operated in a manner similar to private business enterprises; where the intent of the Authority is that costs (expenses including depreciation) of providing goods or services are provided through user charges:

- The Operating Fund manages the development and marketing of the Research Park. This fund pays salaries and benefits of employees and various office and administrative costs associated with the Research Park. It charges the other funds of the Research Park an administrative fee to recover these expenses.
- The Sewer and Water Utility Fund (“Utility Fund”) accounts for user charges for sewer and water services.
- The Common Area Maintenance Fund (“CAM Fund”) accounts for the costs of maintaining the common areas of the Research Park, and charges a fee based on acreage to park tenants.

**Assets, Liabilities, Deferred Inflows, and Net Position or Equity**

- Deposits, Investments, and Cash and Cash Equivalents

The Authority’s uninvested funds are maintained in demand deposit accounts at large, well collateralized financial institutions. These deposits are insured or collateralized with securities held by the Authority or an agent in the Authority’s name.

The Authority considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

- Authority’s Investment Policies

**Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation.

Florida statutes and local policies authorize the Authority to invest in direct obligations of or obligations guaranteed by the United States Treasury, obligations of specific agencies of the United States of America, commercial paper of the highest numerical rating by at least one nationally recognized rating service, secured negotiable certificates of deposit, secured repurchase agreements, mutual funds investing in tax-exempt securities, and interest-bearing time deposits or savings accounts with certain approved banks or savings and loan associations.

**Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Investments held for longer periods are subject to increased risk of adverse interest rate changes. The Authority manages interest rate risks by purchasing certificates of deposits with maturities of 30 days or less.

**Concentration of Credit Risk**

Concentration of credit risk is the risk of loss attributed to the magnitude of the Authority’s investments in a single issuer.



**Orange County Research and Development Authority**  
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**Custodial Credit Risk Deposits**

In the case of deposits, this is the risk that in the event of a bank failure, the Authority's deposits may not be returned to it. The Authority does not have a formal policy for custodial credit risks. As of September 30, 2019, \$250,000 of the Authority's bank balance was insured. The remaining balance of \$1,633,643 was exposed to custodial credit risk and collateralized with securities held by the pledging financial institutions' trust departments.

▪ Accounts Receivable

Accounts receivable generally consists of utility charges earned but not yet collected from tenants. Management has reviewed the collectability of accounts receivable and has not recorded a provision for uncollectible accounts because all accounts receivable are considered collectible.

▪ Capital Assets

Capital assets are reported in the financial statements. Capital assets are defined by the Authority as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed.

Effective fiscal year 2002, the Authority implemented the provisions of GASB 34 regarding the recording of infrastructure assets (roadways, retention ponds, street lighting, and landscaping). Prior to October 1, 2001, these assets were not capitalized. These assets (back to 1983) have been valued at estimated historical costs.

The costs of ordinary maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized. The cost of additions and improvements which substantially extend the useful life of a particular asset is capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Sewer and water systems	10 – 40 years
Roadways, lighting, irrigation, and landscaping	20 years
Machinery and equipment	3 – 10 years
Maintenance building	20 years
Leasehold improvements	5 – 10 years
Land improvements	15 – 40 years

GASB 34 allows an alternative approach which would reflect a reasonable value of the asset and the cost incurred to maintain the service potential at locally established minimum standards in lieu of depreciation. To elect this option, the Authority must develop and implement an asset management system which measures if the minimum standards are being maintained. Related disclosures are additionally required as part of the required supplementary information. The Authority implemented this approach for the roadways and retention ponds for the year ended September 30, 2002, and has continued to use this approach for the year ended September 30, 2019.

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
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- **Deferred Inflows of Resources**

In addition to liabilities, the statement of financial net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. The amounts are deferred and recognized as an inflow of resources in the period that amounts become available. The proprietary funds report unavailable revenues from common area maintenance fees collected in advance.

- **Compensated Absences**

The Authority accrues accumulated unpaid vacation and sick leave when earned by the employee.

- **Interfund Transactions**

Quasi-external transactions are accounted for as fund revenues or expenses. Transactions which constitute reimbursements to a fund for expenses initially made are recorded as expenses in the reimbursing fund and as reductions of expenses in the reimbursed fund. All interfund transactions are treated as advances, quasi-external transactions, or reimbursements. Interfund transactions and/or balances are not eliminated in the aggregation of the funds and thus the financial statements are not comparable to consolidated financial statements. Due to the transfer of assets and debt restructuring in fiscal year 1995, the Operating Fund receives its revenue from the Utility Fund and the CAM Fund as quasi-external transactions.

**Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**Subsequent Events**

The Authority has evaluated subsequent events through January 16, 2020, the date which the financial statements were available to be issued. The Authority has determined that no subsequent events have occurred that would require adjustment to or disclosure in the financial statements.

**2. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents consist of the following at September 30, 2019:

	<u>Operating</u>	<u>Sewer and Water Utility</u>	<u>Common Area Maintenance</u>	<u>Total</u>	<u>Financial Institution Balance</u>
Current assets					
Demand deposits	\$ 611,620	\$ 421,225	\$ 816,314	\$ 1,849,159	\$ 1,883,643

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
**September 30, 2019**

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**3. CAPITAL ASSETS**

Capital assets consist of the following at September 30, 2019:

	<u>Operating</u>	<u>Sewer and Water Utility</u>	<u>Common Area Maintenance</u>	<u>Total</u>
Capital assets not being depreciated				
Land	\$ 1,500,390	\$ -	\$ -	\$ 1,500,390
Construction in progress	-	-	-	-
Roadways and retention ponds	-	-	6,868,127	6,868,127
Total capital assets not being depreciated	<u>1,500,390</u>	<u>-</u>	<u>6,868,127</u>	<u>8,368,517</u>
Other capital assets				
Sewer and water systems	-	5,047,537	-	5,047,537
Roadways, lighting, irrigation, and landscaping	-	-	2,091,595	2,091,595
Machinery and equipment	22,247	-	-	22,247
Maintenance building	-	178,629	380,546	559,175
Leasehold improvements	6,774	-	-	6,774
Land improvements	<u>3,441,643</u>	<u>-</u>	<u>-</u>	<u>3,441,643</u>
Total other capital assets	3,470,664	5,226,166	2,472,141	11,168,971
Less accumulated depreciation	<u>(802,470)</u>	<u>(3,680,077)</u>	<u>(1,964,021)</u>	<u>(6,446,568)</u>
Net other capital assets	<u>2,668,194</u>	<u>1,546,089</u>	<u>508,120</u>	<u>4,722,403</u>
Business-type activities capital assets, net	<u>\$ 4,168,584</u>	<u>\$ 1,546,089</u>	<u>\$ 7,376,247</u>	<u>\$ 13,090,920</u>

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
**September 30, 2019**

	Balance, October 1, 2018	Increases	Decreases	Transfers	Balance, September 30, 2019
Non-depreciable capital assets					
Land	\$ 1,500,390	\$ -	\$ -	\$ -	\$ 1,500,390
Construction in progress	29,192	-	-	(29,192)	-
Roadways and retention ponds	<u>6,868,127</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,868,127</u>
Total capital assets not being depreciated	<u>8,397,709</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,368,517</u>
Depreciable capital assets					
Sewer and water systems	5,004,297	43,240	-	-	5,047,537
Roadways, lighting, irrigation, and landscaping	2,001,562	60,841	-	29,192	2,091,595
Machinery and equipment	22,247	-	-	-	22,247
Maintenance building	559,175	-	-	-	559,175
Leasehold improvements	6,774	-	-	-	6,774
Land improvements	<u>3,441,643</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,441,643</u>
Total capital assets being depreciated	11,035,698	104,081	-	29,192	11,168,971
Less accumulated depreciation	<u>(6,176,360)</u>	<u>(270,208)</u>	<u>-</u>	<u>-</u>	<u>(6,446,568)</u>
Capital assets being depreciated, net	<u>4,859,338</u>	<u>(166,127)</u>	<u>-</u>	<u>29,192</u>	<u>4,722,403</u>
Capital assets, net	<u>\$ 13,257,047</u>	<u>\$ (166,127)</u>	<u>\$ -</u>	<u>\$ 29,192</u>	<u>\$ 13,090,920</u>

**4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES**

Accounts payable and accrued liabilities at September 30, 2019, consist of the following:

	Operating	Sewer and Water Utility	Common Area Maintenance	Total
Accounts payable	\$ 376	\$ 52,334	\$ 32,228	\$ 84,938
Compensated absences	204,888	-	-	204,888
Employer's contribution to defined-contribution pension plan	79,435	-	-	79,435
Wages payable	<u>2,725</u>	<u>-</u>	<u>-</u>	<u>2,725</u>
	<u>\$ 287,424</u>	<u>\$ 52,334</u>	<u>\$ 32,228</u>	<u>\$ 371,986</u>

**Orange County Research and Development Authority**  
**Notes to Basic Financial Statements**  
**September 30, 2019**

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**5. RETIREMENT PLAN**

The Authority established a simplified employee pension plan (defined-contribution plan) for all employees meeting minimum age and years of service requirements. The Authority is required to contribute 25% of covered payroll up to the Internal Revenue Service contribution limit. Plan members are not permitted to contribute to the plan. Amounts contributed by the Authority on behalf of the employees are immediately 100% vested. Plan provisions and contributions requirements are established and may be amended by the Authority. The Research Park has two employees, both of whom participate in the plan. For the year ended September 30, 2019, the Authority's covered payroll was \$397,402; contributions required were \$99,350 of which \$19,915 was made. The Authority funds its obligations on a calendar year basis.

**6. RELATED PARTY TRANSACTIONS**

As described in Note 1, the Authority was established in cooperation with the University of Central Florida. The University provides wastewater treatment services and charged the Research Park \$229,824 for the fiscal year ended September 30, 2019 of which \$47,950 is included in accounts payable at September 30, 2019. In addition the Authority owes the University of Central Florida \$500,000 at September 30, 2019 due to the underbilling of wastewater treatments to the Authority in prior years. This amount is classified as long term since no payment terms have been established and no payments were made during the fiscal year ended September 30, 2019.

**7. COMMITMENTS AND CONTINGENCIES**

**Lease Commitments**

The Authority leases office facilities within the Research Park under a five-year operating lease agreement which expires in September 2020. The lease requires contingent rents for the Authority for its proportional share of operating expenses of the building in excess of stated minimums.

Future minimum rental payments for facilities are as follows:

Year Ended September 30,	
2020	<u>31,686</u>
	<u>\$ 31,686</u>

Total rent expense for the year ended September 30, 2019, was \$28,464, none of which were contingent rents.

**Risk Management**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority has obtained insurance from commercial underwriters for all of the aforementioned risks. There have been no significant reductions in insurance coverage from the prior year. No settlements have exceeded the Authority's insurance coverage for each of the past three fiscal years.

**Concentration of Credit Risk**

The Authority's revenues from sales of water, wastewater services, and common area maintenance are limited to the tenants in the Research Park. Historically, the Authority has collected virtually all of the charges for these services. Management has determined that there is no allowance for doubtful accounts required as of September 30, 2019.



REQUIRED SUPPLEMENTARY INFORMATION

**Orange County Research and Development Authority  
 Infrastructure Assets Reported Using the Modified Approach  
 Year Ended September 30, 2019**

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	<b>Percentage of Lane-Miles in Good or Better Condition</b>		
	<b>2019</b>	<b>2018</b>	<b>2017</b>
Overall system	100%	100%	100%

For the year ended September 30, 2019, the Authority estimated the cost of maintaining its roadways in good or better condition to be \$225,000. The actual costs incurred to keep the roadways in good or better condition was \$103,126. The Authority uses the services of an engineering firm to assess the pavement condition at least every three years. The engineering firm specifically looks for distress indicators such as cracking and rutting. Based on the pavement condition assessment, the engineering firm assesses if the roads are in good or better condition.



**SUPPLEMENTARY FINANCIAL REPORTS COMPLIANCE SECTION**



## **INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Members of the Authority,  
Orange County Research and Development Authority:

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities and each major fund of Orange County Research and Development Authority (the "Authority"), as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated January 16, 2020.

### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. Pursuant to provisions of Chapter 10.550, Rules of the Auditor General of the state of Florida, we reported certain matters to management of the Authority in a separate management letter dated January 16, 2020.

### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "Withum Smith + Brown, PC".

January 16, 2020

## **MANAGEMENT LETTER REQUIRED BY SECTION 10.550 OF THE RULES OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Members of the Authority,  
Orange County Research and Development Authority:

### **Report on the Financial Statements**

We have audited the financial statements of Orange County Research and Development Authority (the "Authority"), as of and for the fiscal year ended September 30, 2019, and have issued our report thereon dated January 16, 2020.

### **Auditor's Responsibility**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and Chapter 10.550, *Rules of the Auditor General of the State of Florida*.

### **Other Reports and Schedule**

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and with Chapter 10.550, *Rules of the Auditor General of the State of Florida*. Disclosures in this report, which is dated January 16, 2020, should be considered in conjunction with this management letter.

### **Prior Audit Findings**

Section 10.554(1)(i)1., *Rules of the Auditor General of the State of Florida*, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no such findings in the preceding annual financial audit report.

### **Official Title and Legal Authority**

Sections 10.554(1)(i)4., *Rules of the Auditor General of the State of Florida*, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in this management letter, unless disclosed in the notes to the financial statements. There are no component units related to the Authority.

### **Financial Condition**

Sections 10.554(1)(i)5.a. and 10.556(7), *Rules of the Auditor General of the state of Florida*, require that we apply appropriate procedures and report the results of our determination as to whether or not the Authority has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Authority did not meet any of the conditions described in Section 218.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.c. and 10.556(8), *Rules of the Auditor General of the State of Florida*, we applied financial condition assessment procedures. It is management's responsibility to monitor the Authority's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

### **Annual Financial Report**

Sections 10.554(1)(i)5.b. and 10.556(7), *Rules of the Auditor General of the State of Florida*, require that we apply appropriate procedures and report the results of our determination as to whether the annual financial report for the Authority for the fiscal year ended September 30, 2019, filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes, is in agreement with the annual financial audit report for the fiscal year ended September 30, 2019. In connection with our audit, we determined that these two reports were in agreement.

### **Other Matters**

Section 10.554(1)(i)2., *Rules of the Auditor General of the State of Florida*, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Section 10.554(1)(i)3., *Rules of the Auditor General*, requires that we address noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

### **Purpose of this Letter**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, federal and other granting agencies, the board members, and applicable management, and is not intended to be, and should not be, used by anyone other than these specified parties.



January 16, 2020